

~~CONFIDENTIAL~~

11 AUG 1961

MEMORANDUM FOR: Deputy Director (Plans)

SUBJECT : Second Presentation of the Senior
Management Seminar [redacted]

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1. As you know, [redacted] conducted a two-week Senior Management Seminar for CIA last October at [redacted]. The reactions of those who participated warranted the scheduling of a second seminar last spring. Unfortunately, Joe's health did not permit him to undertake such an effort at that time.

2. I am pleased, however, to announce that Joe plans to be with us at [redacted] for two weeks beginning October 16. He will conduct a second Senior Management Seminar which, in all major respects, will duplicate the first presentation in the fall of 1960.

3. Joe's course is primarily designed for supergrade personnel, and to the extent that you find it practicable, I urge you to nominate your most senior officers for the course. Since other demands on their time may prevent your selecting supergrade personnel exclusively, however, I hope that you will fill out your attendance quotas with selected GS-15's. As was the case last year, each of us has a quota of eleven principals (plus three alternates). Please send your list of nominees to the Director of Training by Friday, 1 September, at the latest.

4. The attached information from the Director of Training will be of assistance in planning and in the selection of nominees.

SIGNED

H. Gates Lloyd
Acting Deputy Director
(Support)

Attachment as stated

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Original

O & 1 - Addressee *lo/att*

2 ADD/S *lo/att* 1 - O/DTR *lo/att*

Director of Training

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